

# BOONE COUNTY BUILDINGS SECURITY STRATEGIC PLAN



Updated 3-28-13 (Five Year Build-Out)

# Year 2013 Build

1. Special Deputies
  - i. Application and approval of funding for three (3) special deputies
  - ii. Training of special deputies
    - ILEA Pre-Basic (DT's, Firearms, Use of Force)
    - Equipment Purchase or acquire (Uniforms, Radios, one vehicle)
    - Boone County Reserve Law Enforcement Academy (time?)
    - Special deputies Certification form National Sheriff's Association or US Marshal class
    - AED Certification
    - CPR Certification
2. Alarms
  - i. Application and approval of funding for updated panic alarm system
    - Installation of new panic alarm system (80%complete)
    - Training of Court employees on new panic alarm system
3. Command and Control Center in Courthouse (CCC)
  - i. Designation of CCC in Courthouse
  - ii. Implementation of emergency communications between CCC and Boone County Communications Center
  - iii. Full-time special deputy in CCC during Public Hours
4. Emergency Plans
  - i. Creation of Courthouse Security Written Policies
    - Adoption of Courthouse Security Written Policies by Commissioners
    - Distribution of Policies to ALL Courthouse Employees
    - Completion of new evacuation procedure
    - Completion of violent intruder (A.L.I.C.E)training for all employees
5. Grant Research and Applications for X-Ray and Magnetometer Machines
6. Courthouse Security Committee Shall Meet 4 x a year to review progress and procedures

# Year 2014 Build

1. Continued Implementation of 2013 Personnel Plan
  - a. Budget (August) for an additional two (2) special deputies to be hired in 2015 to implement one entry/exit access point
  - b. Secure one marked vehicle for court security purposes. (trade vehicle)
2. Continued Implementation and Maintenance of Alarms
  - a. Look at upgrading video surveillance options in courthouse and other buildings around courthouse
3. Self-Assessment of Courthouse Security using Assessment forms provided by National Sheriff's Association
4. Begin to develop plan for One Access Point into Courthouse
  - a. Monitored by one CSO
5. Implementation of Lock-Box's for Firearms
  - a. On-Duty Law Enforcement Officers or Off-Duty Law Enforcement Officers appearing in Court on Non-Official business shall lock firearms in Lock Box, pursuant to Courthouse Security Written Policies
6. Complete repair or purchase of Magnetometer into Courthouse Screening
  - a. Prepare access point
  - b. Prepare staffing requirements for high volume times
7. Annual A.L.I.C.E Training
  - a. Ensure that All Department Heads have received A.L.I.C.E. training
8. Courthouse Security Memorandum of Understanding between Lebanon Police Department & Sheriff's Department regarding response to incidents
9. Active Shooter Training During Courthouse Hours
  - a. Have Department Heads participate
  - b. Have Department Heads meet SRT members and have CSO & SRT explain what will happen in Active Shooter Situation
10. Courthouse Security Committee Shall meet 4 x a year to review progress & procedures

# Year 2015 Build

1. Continued Implementation of 2013 & 2014 Plans
  - a. Budget (August) for one (1) special deputy to be hired in 2016 to finalize security staff
2. All entry by Public into Courthouse via one access and entry point
  - a. All non-law enforcement, and all law enforcement on personal business shall be screened
  - b. Court House Employees shall enter via Public Access Point
  - c. X-Ray machine phased into action
3. Research & Apply for Grant Money for Key Fob Access
  - a. Look into Key Fob system that identifies person who accesses doors
4. Courthouse Security Committee Shall meet 4 x a year to review progress & procedures
5. Research & Review area in Courthouse for in-custody holding of inmates/prisoners
6. Prepare and Conduct Disaster Drill:
  - a. Violent Intruder Scenario
  - b. Multiple Response Incidents
  - c. Emergency Evacuation
7. Perform Self-Assessment using National Sheriff's Association Guidelines or US Marshals guidelines.
8. A.L.I.C.E Training implemented for all new Courthouse Employees during Employee Orientation. (to be conducted 1x a year)
9. Research and Apply for Grants to provide funding for CSO in each Courtroom during Court Operations (during time Judge is on-bench).
10. Policy to Lock Court Rooms during non-operation.
  - a. Judge, Bailiff, and CSO shall have keys to Courtroom only

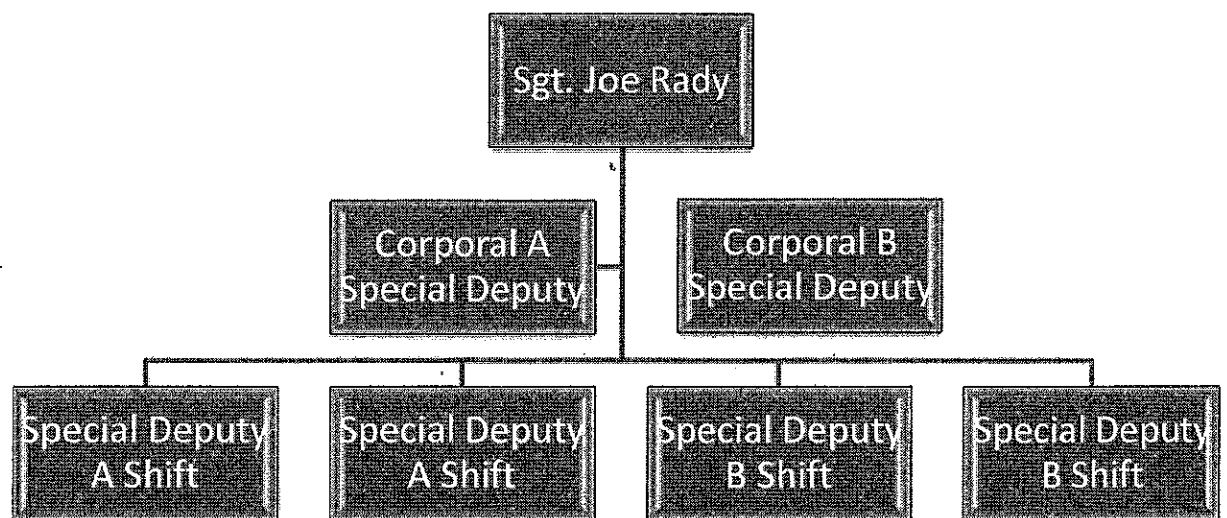
# Year 2016 Build

1. Continued implementation of 2013, 2014, 2015 strategic plan
2. Implementation of Key Fob system for Court Employees and After hour Access
3. Implementation for In-Custody Holding area in Courthouse
4. Review and re-draft of County Ordinance regarding weapons in Courthouse & County Owned property patrolled by CSOs.
5. Courthouse Security Committee Meets 4x a year to review procedures and policies
6. Implementation of CSO's in Courtrooms during Court Operations.

# Year 2017 Build

1. Continued implementation of 2013, 2014, 2015, 2016 strategic plan
2. Complete yearly training exercises
3. Courthouse Security Committee Meets 4x a year to review procedures and policies

Court Security Special Deputies would report directly to Sgt. Rady. And Sgt. Rady would either report directly to the Chief Deputy or the Enforcement Division Commander



Deputy	Salary	Pension 27%	FICA 7.65%	Insurance Employee Only	TOTAL
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP WITH CENTRIC	\$69,765.12
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP W/O CENTRIC	\$69,676.20
	\$44,554.00	\$12,029.58	\$3,408.38	CORE WITH CENTRIC	\$69,829.32
	\$44,554.00	\$12,029.58	\$3,408.38	CORE W/O CENTRIC	\$69,756.64

Deputy	Salary	Pension 27%	FICA 7.65%	Insurance Employee & Spouse	TOTAL
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP WITH CENTRIC	\$79,382.88
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP W/O CENTRIC	\$78,685.32
	\$44,554.00	\$12,029.58	\$3,408.38	CORE WITH CENTRIC	\$80,847.24
	\$44,554.00	\$12,029.58	\$3,408.38	CORE W/O CENTRIC	\$80,515.44

Corrections Officer	Salary	Perf 10%	FICA 7.65%	Insurance Employee Only	TOTAL
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP WITH CENTRIC	\$50,774.77
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP W/O CENTRIC	\$50,635.85
	\$34,808.00	\$3,480.80	\$2,662.81	CORE WITH CENTRIC	\$50,788.97
	\$34,808.00	\$3,480.80	\$2,662.81	CORE W/O CENTRIC	\$50,716.29

Corrections Officer	Salary	Perf 10%	FICA 7.65%	Insurance Employee & Spouse	TOTAL
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP WITH CENTRIC	\$60,342.53
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP W/O CENTRIC	\$59,644.97
	\$34,808.00	\$3,480.80	\$2,662.81	CORE WITH CENTRIC	\$61,806.89
	\$34,808.00	\$3,480.80	\$2,662.81	CORE W/O CENTRIC	\$61,475.09

Deputy	Salary	Pension 27%	FICA 7.65%	Insurance Employee & Child	TOTAL
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP WITH CENTRIC	\$76,668.72
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP W/O CENTRIC	\$76,153.32
	\$44,554.00	\$12,029.58	\$3,408.38	CORE WITH CENTRIC	\$77,783.52
	\$44,554.00	\$12,029.58	\$3,408.38	CORE W/O CENTRIC	\$77,547.00

Deputy	Salary	Pension 27%	FICA 7.65%	Insurance Employee Only	TOTAL
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP WITH CENTRIC	\$86,792.40
	\$44,554.00	\$12,029.58	\$3,408.38	BUY UP W/O CENTRIC	\$85,845.24
	\$44,554.00	\$12,029.58	\$3,408.38	CORE WITH CENTRIC	\$88,840.08
	\$44,554.00	\$12,029.58	\$3,408.38	CORE W/O CENTRIC	\$88,405.20

Corrections Officer	Salary	Perf 10%	FICA 7.65%	Insurance Employee & Child	TOTAL
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP WITH CENTRIC	\$57,628.37
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP W/O CENTRIC	\$57,112.97
	\$34,808.00	\$3,480.80	\$2,662.81	CORE WITH CENTRIC	\$58,743.17
	\$34,808.00	\$3,480.80	\$2,662.81	CORE W/O CENTRIC	\$58,506.65

Corrections Officer	Salary	Perf 10%	FICA 7.65%	Insurance Employee Only	TOTAL
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP WITH CENTRIC	\$67,752.05
	\$34,808.00	\$3,480.80	\$2,662.81	BUY UP W/O CENTRIC	\$66,804.89
	\$34,808.00	\$3,480.80	\$2,662.81	CORE WITH CENTRIC	\$69,799.73
	\$34,808.00	\$3,480.80	\$2,662.81	CORE W/O CENTRIC	\$69,364.85

Spouse & Childs

Spouse & Childs





Appendix #2

**BOONE COUNTY BOARD OF COMMISSIONERS**

116 West Washington Street

Room 103

Lebanon, IN 46052

Phone: (765) 483-4492 | Fax: (765) 483-4494 | [commissioners@co.boone.in.us](mailto:commissioners@co.boone.in.us)

District 1: Marc Applegate | District 2: Charles Eaton | District 3: Jeff Wolfe

May 6, 2013

The Boone County Commissioners are pleased to express their support to the Town of Whitestown and the Whitestown Parks Department for a Bicentennial Nature Trust grant through the Department of Natural Resources.

The land acquired with these funds will allow the town to construct approximately 2 miles of trail and a trailhead on Main Street in the center of town. The trail has historic significance as part of the Lincoln Funeral Train route and will be the first portion of the Farm Heritage Trail on the east side of the county. The project will also help expand recreational opportunities for residents and visitors and will provide economic benefits to the businesses located on Main Street.

The Boone County Commissioners look forward to the continued development of the Farm Heritage Trail and the many benefits it brings to Boone County.

Thank you for your continued support of trail development in Indiana.

Sincerely,

Commissioner Jeff Wolfe

Commissioner Don Lawson

Commissioner Marc Applegate



## Commissioner's Report - May 6, 2013

**Help Desk Call Summary for April**

- # of calls closed for the month: **April - 247**, March - 209, February - 198 (YTD Avg / Month - 216)
- # of calls NOT closed within 12 hours - 8
- # of calls currently open: 9 open calls, 5 are projects or new tasks

**Email Filtering / SPAM**

- Inbound counts **Total Emails - 66,171 / SPAM - 5,370**
- Viruses stopped before reaching Boone - 226

**Major Issues / Outages / After-hours calls**

- Two drives failed in BCSBCSD006 (Jail-NAS) on 4/12 - Replaced under warranty - No downtime

**Completed Projects**

- **Automated PostivePay upload for Clerk's Office**
  - Created database and upload file for Huntington Bank - 4/15/13
  - Works with fraud prevention system to verify checks before cashing.
- **Upgrade to MS Office 2010**
  - Completed for all Courtview users on 4/27/2013
  - Previously completed for other users
- **Migrated Sheriff Paging system to new server**
  - Moved in order to retire old server
- **Upgrade to new Courtview**
  - Upgrade complete on 4/27/13
  - Minor issue with some forms fixed on 4/29/13
- **Upgraded software on phone system to 7.5**
  - Upgrade complete on 4/28/13
  - New platform should provide more stable kernel (Previously on 7.0)
- **Environmental Dept.**
  - Assisted Maintenance with installation of door lock system for Environmental
  - Upgraded ArcGIS software to V10.1

## Commissioner's Report – May 6, 2013

### Completed Projects (continued)

- **IDACS moved to Comcast line at Sheriff's Dept.**
  - 3/5/2013 – Project complete – Small charge for line management (\$65.29 / month)
  - 2/28/13 – ISP delayed the migration. Scheduling for week of 3/4
  - 1/28/13 - Cabling is ready. Scheduling for this month.
  - 11/1/12 - Working with State Police to move to new circuit
- **TeleTask Server Migration**
  - Installed new server and updated software for Health Dept.

### New / Ongoing projects

- **Word Systems for Sheriff**
  - 4/25/13 – Vendor having problems with install. Discussing
  - 4/19/13 – Software install underway on server. Migration should take place soon.
  - 2/12/13 – Work started but had problems with server
  - 9/20/12 - Had meeting with vendor to discuss migration to new server

1955 Indianapolis Ave.  
Lebanon, IN 46052  
Telephone: 765-482-4550  
Fax: 765-483-4451  
Richard A. Carney, Supervisor

# Boone County Highway Department

DATE: May 6, 2013

1. Utility Agreement for AT&T 260' on 750N. E. of Sr. 421 Place fiber optic cable to tower
2. Engineering Agreement with USI for Flood damage assessment of scour critical bridges. Commissioners to sign.
3. 17 medical permit applications to date.
4. Zionsville trail park "no utility agreement yet"
5. Property exchange on 200E south of Blubaugh Ave. ????
6. Report on flood damage
7. Alan Plunket wants a meeting on the 9<sup>th</sup> (wed.) to talk about 400S./ 400W intersection

*Rick Carney, Supervisor*  
Boone County Highway Dept.  
1955 Indianapolis Ave.  
Lebanon, IN 46052  
765-482-4550

*Rick Carney, Supervisor  
Boone County Highway Dept.  
1955 Indianapolis Ave.  
Lebanon, IN 46052  
O: 765-482-4550  
F: 765-483-4451  
[rcarney@co.boone.in.us](mailto:rcarney@co.boone.in.us)*

-----Original Message-----

**From:** Matt Dickey [<mailto:MDickey@zionsville-in.gov>]  
**Sent:** Wednesday, April 17, 2013 10:04 AM  
**To:** Rick Carney  
**Cc:** Lance Lantz; Joe Mayes ([jmayes@reasite.com](mailto:jmayes@reasite.com))  
**Subject:** Heritage Trail Park on CR875E near intersection with CR400S

Rick Carney  
Superintendent  
Boone County Highway Dept.

Dear Mr. Carney

As you may be aware the Town of Zionsville purchased 13 acres from the Goodwin Family back in April of 2010. Since that time we have been in the process of identifying with the Community and the Park Board various features to be included and designing and preparing construction documents for a park on the southern ~10 acres. Now we are ready for construction and a key component desired by the citizens was to extend the rail trail from its current paved end at the East edge of CR875E. This project will do that and also place some trail head parking in the park's interior.

Your Department worked with our Town some time ago to facilitate the placement of signs alerting drivers along 875E as to the Rail Trail Entrance. Since that portion of 875 is covered under the inter-local agreement, now we are reaching out to you again to see how you'd like to handle the placement of two solar powered cross walk signals (one on each of the east and west sides of 875). This will allow drivers to be alerted to the pedestrian and bicycle users as they approach the county road.

Included are three attachments. The first is a manufacturer's photo illustrating their typical solar crossing guard. The second is a detail of that piece of 875E from the construction plans with the proposed crossing guard locations noted in blue. And the third, a larger scale view of much of the park just to give a sense of where the crossing guards are in relation to the rest of the park and to the intersection of CR400S.

While the stop sign is "end-on" to the camera in the photo and difficult to see, there will exist a signed stop condition for the trail users as they approach 875. For vehicles on the road, there will be a yellow flashing caution when there are trail-users approaching the roadway. This yellow light will only be activated when users are in the trail (via two adjustable sensors which can be aimed down the trail on each side). The two warning units "talk" to each other so when one detects trail users approaching from one direction, both units will go into warning mode. We also have push button activators for each unit for the point when sidewalks /trails are constructed along the sides of 875 and people may approach from the north/south and cross (since the sensors likely wouldn't cover those approaches). We are considering not putting those in place at this time until such routes running immediately alongside 875 are built due to the potential for vandalism.

These units have been successfully used on the B & O Rail Trail in Hendricks County and we

stole the idea from the DNR Trail Grant Construction Documents related to that project.

What are the next steps from your point of view?

Matt Dickey  
Superintendent of Parks & Recreation  
Town of Zionsville

---

**From:** Joe Mayes [<mailto:jmayes@reasite.com>]  
**Sent:** Thursday, April 04, 2013 9:15 AM  
**To:** Matt Dickey  
**Subject:** RE: Heritage Trail Park

Attached are the sheets you mentioned but I thought they might be confusing to use. If this gets you what you need....great!



**Joseph Mayes, LEED AP BD+C**  
Project Manager

RUNDELL ERNSTBERGER ASSOCIATES, LLC  
Land Planning + Urban Design + Landscape Architecture  
618 E. Market Street, Indianapolis, Indiana 46202  
T [317] 263.0127 Ext 17. F [317] 263.2080 [www.reasite.com](http://www.reasite.com)

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**From:** Matt Dickey [<mailto:MDickey@zionsville-in.gov>]  
**Sent:** Thursday, April 04, 2013 9:08 AM  
**To:** Joe Mayes  
**Subject:** RE: Heritage Trail Park

Monday for the electronic pdf file showing the crosswalk detail blowup in plan-view... will be fine.

Remember, I thought we had that "close-up view" so I was thinking that you wouldn't be redrawing anything. Let me know if that is an incorrect thought on my part.

Matt Dickey  
Superintendent of Parks & Recreation  
Town of Zionsville

---

**From:** Joe Mayes [<mailto:jmayes@reasite.com>]  
**Sent:** Thursday, April 04, 2013 9:05 AM  
**To:** Matt Dickey  
**Subject:** Heritage Trail Park

Matt: I got your voicemail yesterday and haven't had a moment to get that together. Would Monday be okay and not too late?

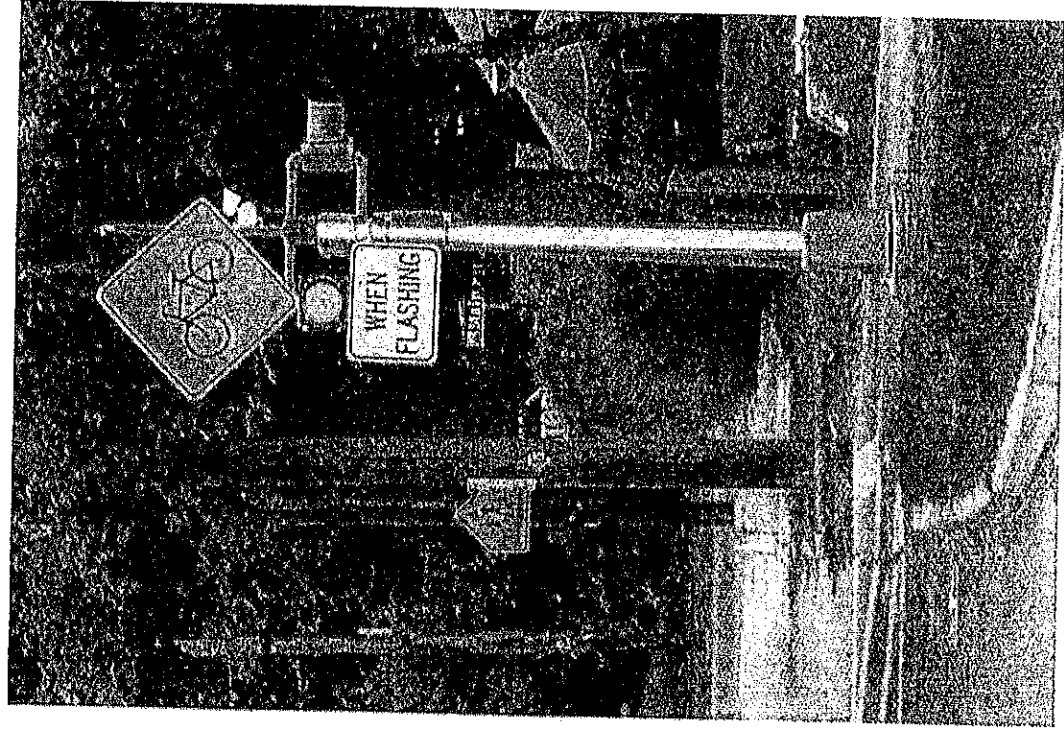


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Image 2 shows proper orientation and sign placement after installation. Note that the electronics box is behind the pole, and the base door is on the trail side of the road.



30' Bike Warning  
Sign



PREPARED FOR:

**ZIONSVILLE**

JOHN W. BARNETT, SUPERVISOR

PAUL W. BARNETT, PRESIDENT

1000 PARKWAY DRIVE

ZIONSVILLE, INDIANA 46087

PREPARED BY:

**BUNCELL ENGINEERING ASSOCIATES, LLC**

10000 N. STATE ROAD 130, SUITE 100

INDIANAPOLIS, INDIANA 46240

PH: 317.555.5557 FAX: 317.555.5558

PROJECT:

**HERITAGE TRAIL PARK**

(PHASE ONE)

CONSTRUCTION DOCUMENTS

4050 S. 875 E., ZIONSVILLE, INDIANA 46077

DATE: 08/27/13

BY: BUNCELL

SCALE: 1" = 10'-0"

DATE: 08/27/13

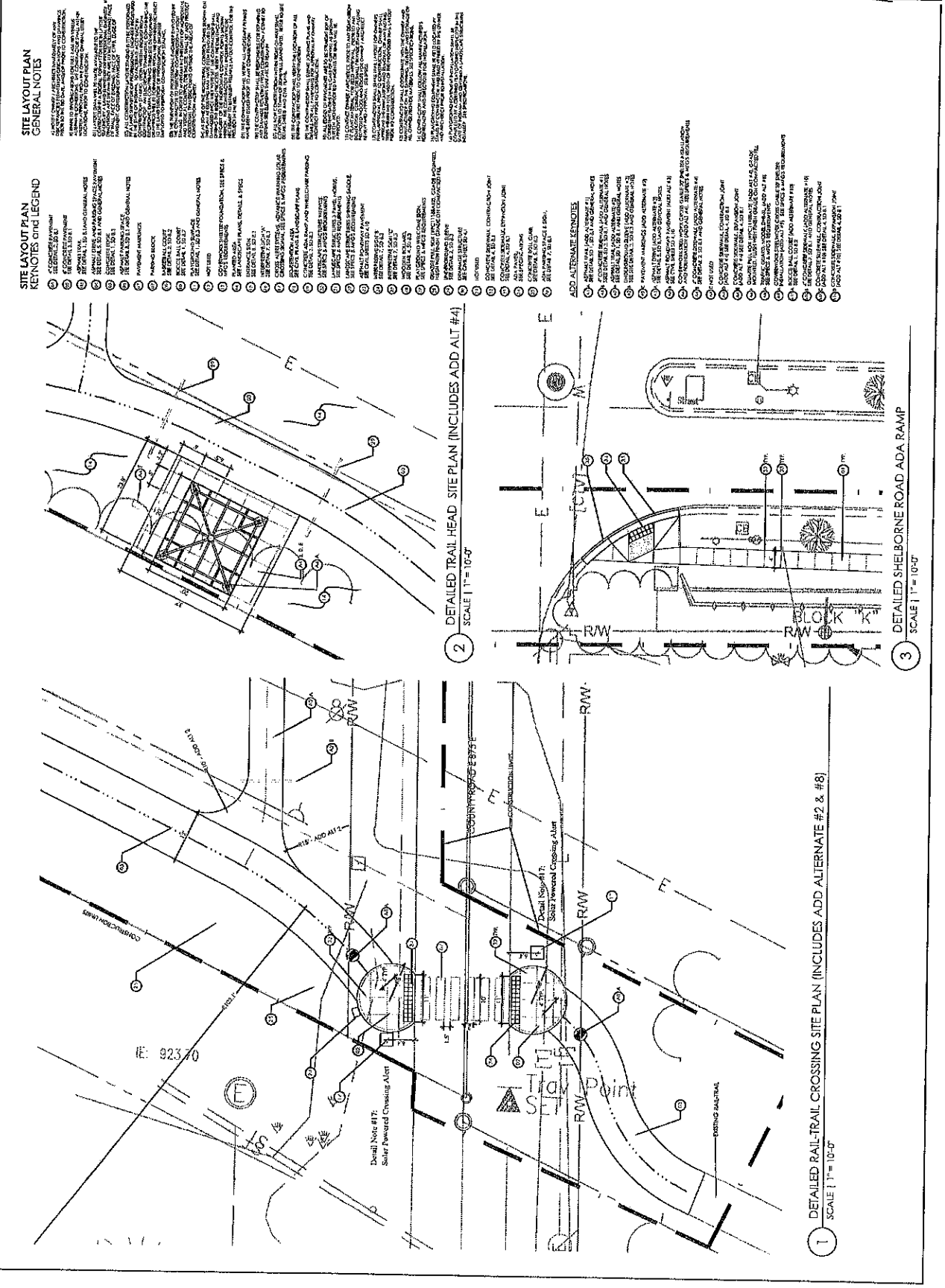
BY: BUNCELL

SCALE: 1" = 10'-0"

DATE: 08/27/13

BY: BUNCELL

SCALE: 1" = 10'-0"

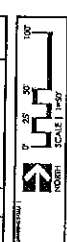


PREPARED FOR:  
**ZIONSVILLE**  
 ZIONSVILLE PARKS & RECREATION  
 10000 N. STATE ST., SUITE 100  
 ZIONSVILLE, INDIANA 46077

PREPARED BY:  
**BUNDEL ENGINEERING & DESIGN, LLC**  
 10000 N. STATE ST., SUITE 100  
 ZIONSVILLE, INDIANA 46077  
 TEL: 317.233.1177 FAX: 317.233.1178

PROJECT:  
**HERITAGE TRAIL PARK**  
 (PHASE ONE)  
 CONSTRUCTION DOCUMENTS  
 4050 S. 875 E., Zionsville, Indiana 46077

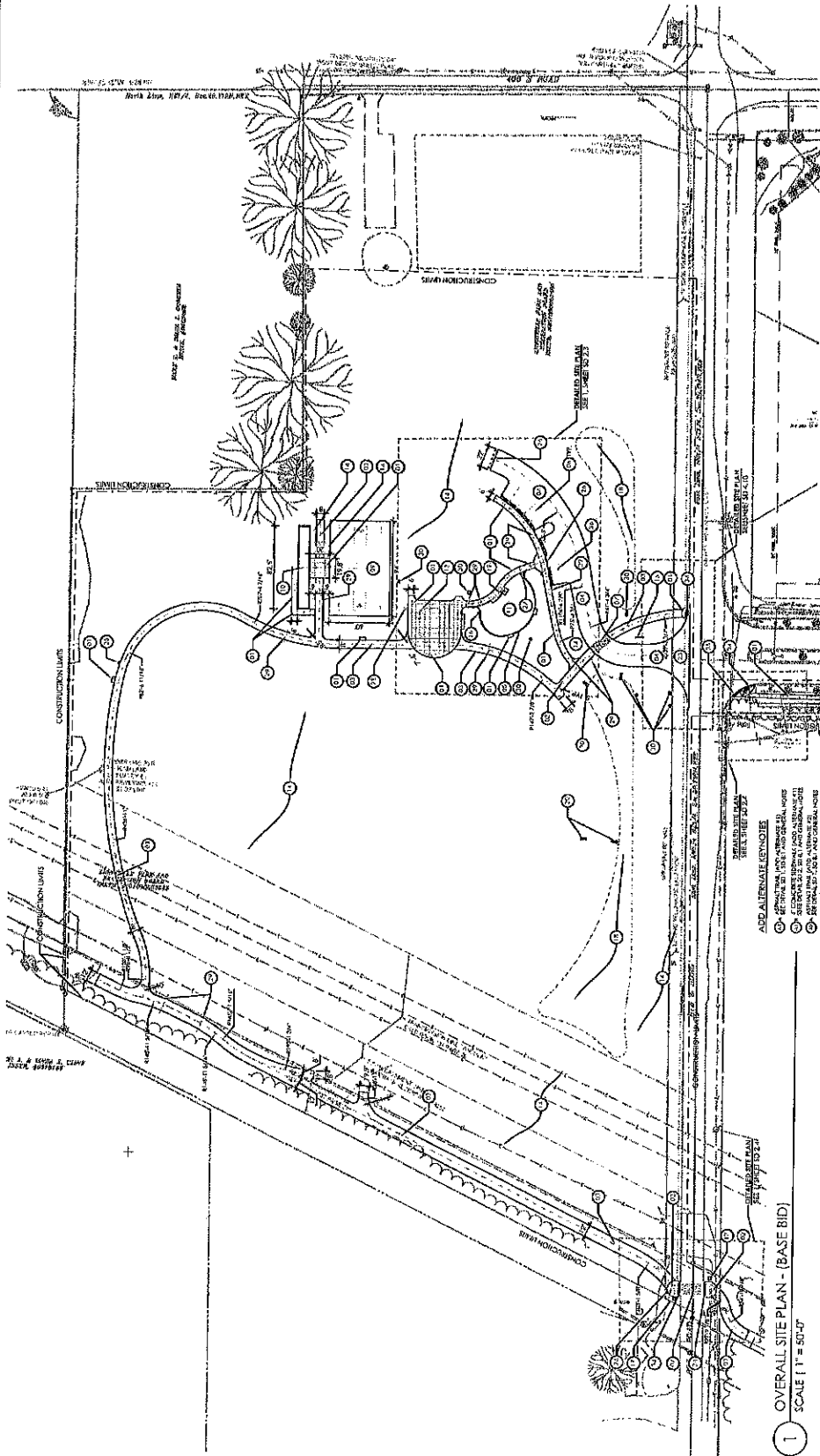
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**OVERALL SITE PLAN - BASE BID**

DATE: 07/11/13  
 SHEET: 01 OF 02  
 DESIGNED BY: JAM  
 CHECKED BY: JAM  
 IN CHARGE: JAM

**SD 2.1**



**SITE LAYOUT PLAN  
 GENERAL NOTES**

1. THE INFORMATION CONTAINED HEREON IS BASED UPON THE DATA FURNISHED BY THE CLIENT. THE ENGINEER HAS NOT CONDUCTED A FIELD SURVEY TO VERIFY THE ACCURACY OF THE DATA. THE CLIENT IS RESPONSIBLE FOR THE ACCURACY OF THE DATA.

2. THE INFORMATION CONTAINED HEREON IS FOR GENERAL INFORMATION ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.

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**ADD ALTERNATE KEYNOTES**

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- 25. ALTERNATE KEYNOTE 25: [Text]

**1 OVERALL SITE PLAN - (BASE BID)**  
 SCALE: 1" = 50'-0"

**SITE LAYOUT PLAN  
 KEYNOTES and LEGEND**

- 1. PLANTING: [Text]
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- 20. PLANTING: [Text]
- 21. PLANTING: [Text]
- 22. PLANTING: [Text]
- 23. PLANTING: [Text]
- 24. PLANTING: [Text]
- 25. PLANTING: [Text]